



Bay Area
SCIENCE
FESTIVAL

Exhibitor Liability Insurance

All exhibitors must have or acquire general liability insurance for participation in the event.

- **Exhibitors that are part of the University of California** system will be covered by the UC self-insurance certificate and do NOT need to provide additional insurance.
- However, **student groups from institutions other than UCSF** are not covered by the UC self-insurance certificate and need to provide their own insurance

Named Insured

The exhibitor entity (legal name must match the agreement).

Additional Insured (Required)

The certificate must state: "The Regents of the University of California, its officers, agents, and employees"

Address: 1111 Franklin Street, Oakland, CA 94607

Additional insured status must apply to both General Liability (and Auto, if applicable), preferably via blanket endorsement or ISO equivalent.

Event Location / Description of Operations

Bay Area Science Festival – UCSF Mission Bay Campus, 1675 Owens St, San Francisco, CA 94158 (including Mission Bay Conference Center, Koret Quad, and Gene Friend Plaza)

Minimum Insurance Requirements

Commercial General Liability

- \$1,000,000 per occurrence
- \$2,000,000 aggregate

Coverage must include:

1. Bodily Injury and Property Damage;
2. Personal and Advertising Injury; and
3. Products/Completed Operations.

If vehicles are used as part of the exhibit:

- Commercial Auto Liability / \$1,000,000 combined single limit

Workers' Compensation: Statutory limits (if applicable)

Policy Requirements (Critical)

- Coverage must be primary and non-contributory to any UC insurance
- Waiver of subrogation in favor of The Regents (if available)
- No exclusion that would materially limit coverage for the exhibitor's activities
- Insurer must be admitted in the U.S. or acceptable to UC

Certificate Requirements

- Must be signed by insurer or authorized broker
- Must include policy numbers and effective dates covering the full event period
- Must be acquired prior to event participation

You are free to purchase your own liability insurance with ANY insurance provider as long as it meets the outlined coverage above.

If you would like to use one of the insurance vendors that UCSF works with, see below for instructions. The estimated cost for this insurance is around \$150.

1. For background and contact information see here: <https://ucsf.campusconnexionsuc.com/other-constituents/tenant-user/event-vendor-liability.html>
2. Complete this [2026 BASF Exhibitor Liability form](#). We have already filled in all the event specific details. You only need to add the highlighted sections. **DO NOT COMPLETE THE INSURANCE APPLICATION THROUGH THE WEB PORTAL.**
3. Email completed and signed form to brian.kilbride@getamba.com

Please note that BASF is not associated with this independent insurance agency. Any questions about the insurance should be directed directly to them:

Direct Phone: 1-866-838-9536

Hours: M-F 8a-5p CST

Email: brian.kilbride@getamba.com